

YOUTH SERVICES POLICY

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| Title: Juvenile Justice Employee's Oath Next Annual Review Date: | Type: A. Administrative Sub Type: 2. Personnel Number: A.2.29 |
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| References: YS Policy No. A.1.2 "Integrity" | |
| STATUS: Approved | |
| Approved By: <i>Simon Gonsoulin</i> <i>Assistant Secretary</i> | Date of Approval: 01/24/2005 |

1. AUTHORITY:

Acting Assistant Secretary of the Office of Youth Development as delegated on January 27, 2004 by the Secretary of the Louisiana Department of Public Safety and Corrections.

2. PURPOSE:

To establish a formal oath for juvenile justice staff employed by Youth Services (YS).

3. APPLICABILITY:

All Unit Heads, Deputy Assistant Secretaries, OYD Training Director, and all YS staff. Unit Heads are responsible for ensuring that necessary procedures are in place to comply with the provisions of this policy.

4. DEFINITIONS:

Unit Head - Facility Directors, Probation and Parole Program Director and the Deputy Secretary/Assistant Secretary or designee for YS Central Office.

YS Central Office - Offices of the Deputy Secretary, Undersecretary of the Office of Management and Finance, Assistant Secretary of the Office of Youth Development and their support staff.

5. POLICY:

It is the Deputy Secretary/Assistant Secretary's policy that the following oath be administered at the conclusion of the preservice training for all newly-hired staff:

JUVENILE JUSTICE EMPLOYEE'S OATH

- As a juvenile justice employee, I am an affiliate of an important and honorable profession.
- I will be honest, exemplary in my conduct, perform my duties with efficiency and will abide by the policies of Youth Services, and the laws of this state and country.
- I will promote the mission, vision and philosophy of Youth Services.
- I will, at all times, recognize that I am a public servant and, as such, will treat the public with courtesy and respect.
- I will uphold my position in a manner that promotes a wholesome role model for youth, as well as a positive and professional image for Youth Services.
- I will report to the proper supervisors any inappropriate or unethical behavior in which there is sufficient evidence to justify review.
- I will respect, promote and contribute to a work place that is safe, healthy, and free of harassment in any form.
- I will regard my fellow workers with the same standard that I hold for myself.
- I will be loyal to my fellow workers, my supervisors and to Youth Services.
- I will refrain from allowing personal interest to impair my objectivity while acting in an official capacity.
- I will accept responsibility for my own actions.
- I will keep myself in the best possible physical condition.
- I will regard my oath as my personal commitment to my profession.

Previous Regulation/Policy Number: A-02-033 / A.2.29
Previous Effective Date: 11/01/2000
Attachments/References: